

THE APPEAL PROCESS

**“Take-Aways”
from
Case Studies**

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When responding to UIA, frame the issue: Who initiated the separation? Claimant (quit)? Employer (discharge)?

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When responding to UIA in a discharge case, use “sentence 1” language and tie it directly to specific facts in the case. Do not merely allege “misconduct”.

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Explain upfront to UIA how the claimant was made aware of unacceptable conduct, and how/when he/she disregarded employer's interests by continuing the behavior?

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At a hearing, have time-keeper and/or supervisor involved in discipline, and any witness to a specific incident, present or available to testify by phone (with prior ALJ approval).

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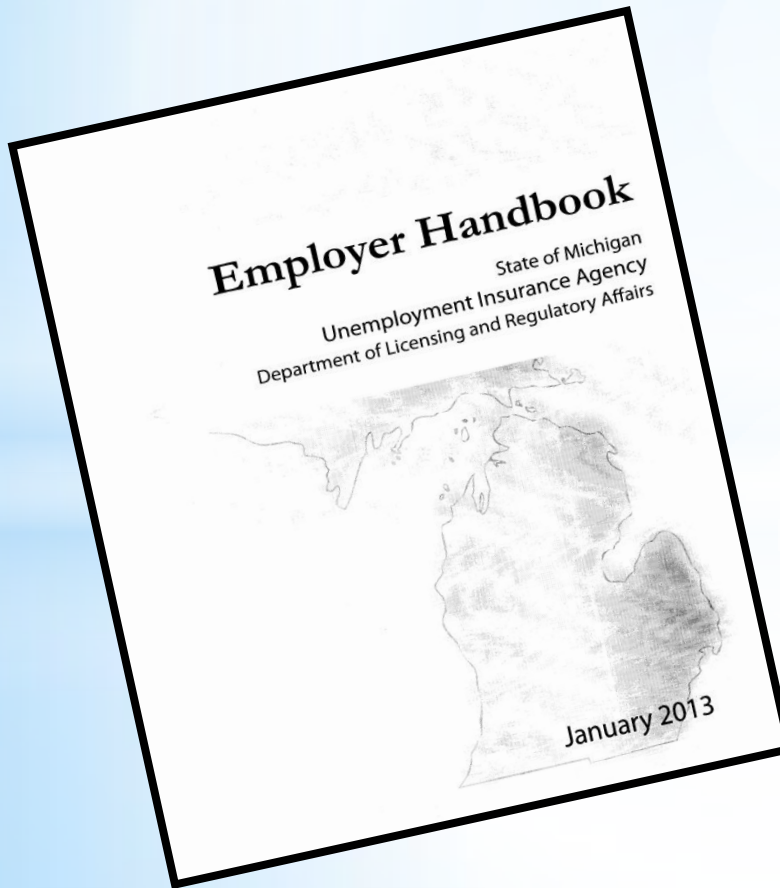


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UIA On Line Services

- [UIA Clarifies Recent Changes Made to Monthly Unemployment Benefit Notices](#)
Click here to read a list of commonly asked questions regarding changes made to Michigan's Unemployment Insurance Agency's (UIA) monthly unemployment benefit notices. These questions provide general information about benefit overpayments, interest accruals and payment options. Questions regarding specific unemployment claims and available payment options should be directed to UIA at 1-800-638-6372.
- [UIA OFFERS TIPS FOR CONTACTING THE AGENCY](#)
[Agency also answers some commonly asked questions](#)
- [File an Unemployment Claim Online](#)
 File an unemployment claim using our convenient Internet Filed Claims service. The online application is available from 7:00 a.m. Monday to 7:00 p.m. Saturday.
- [File Unemployment Claim By Telephone](#)
You can file for unemployment benefits by telephone from anywhere in Michigan or North America. The state's unemployment insurance program has established a special toll-free telephone number for you to use in filing a new claim or reopening an established claim.